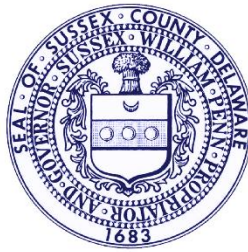


RUTH ANN BEIDEMAN, CHAIRPERSON
SALLY BEAUMONT
JAMIE MAGEE
PENNY ORNDORFF
CATHY PARKER



SCOTT PHILLIPS
LARRY SAVAGE
FRANCINE SHOCKLEY
FRAN SMITH
HELEN SMITH

Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County

Conference Planning Subcommittee Meeting

September 19, 2016

A meeting of the Conference Planning Subcommittee of the Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County was held on Monday, September 19, 2016, at the Milton CHEER Center, 24855 Broadkill Road, Milton, Delaware. The following members of the Advisory Committee were present:

**Sally Beaumont
Ruth Ann Beideman
Michelle Griffith (non-voting member)
Jamie Magee
Cathy Parker**

**Scott Phillips
Larry Savage
Francine Shockley
Fran Smith
Helen Smith**

Other attendees included:

**Katie Burritt
Anthony DeFranco**

**Barbara Spray
Katie Walker**

Call to Order

Ruth Ann Beideman, Subcommittee Chair, called the meeting to order at 11:40 a.m.

Approval of Agenda

A Motion was made by Helen Smith, seconded by Francine Shockley, to approve the Agenda as posted. Motion Adopted by Voice Vote.

Approval of Minutes

A Motion was made by Sally Beaumont, seconded by Jamie Magee, to approve the minutes of August 30, 2016, as distributed. Motion Adopted by Voice Vote.

Introductions

Ruth Ann Beideman asked that each attendee introduce themselves and advise if they were representing a specific agency or organization.



Planning for Annual Conference

1. Conference Assignments

- **Handing Out Packets – Linda Rogers, Francine Shockley, Fran Smith, and Helen Smith (must be at the CHEER Community Center and ready to hand out folders by 8:00 a.m.)**
- **Collection of conference registration fee from those who have not paid – Scott Phillips**
- **Direct vendors to their tables – Jamie Magee**
- **Lunch – Jamie Magee, Cathy Parker, and Larry Savage**
- **Runners for questions from conference participants – Katie Burritt and Anthony DelFranco**

2. Program Revisions

12:00 – 12:45 p.m. Lunch/Exhibitors

12:45 – 1:00 p.m. Presentation by Lunch Sponsor – Susan M. Levy, MD, CMD, AGSF, Health Administrator for CHEER Life Care Community

- 3. Homeowners' Assistance Panel – Janet Brittingham, U.S. Department of Agriculture, will serve as a panelist.**
- 4. When revising the program, only the names of the speakers or panelists are to appear in red—their title and/or agency they represent will be in blue.**
- 5. Ruth Ann Beideman will be appearing before the Sussex County Council on Tuesday, September 27th, to speak about the LIVE Conference, as well as the findings of the “Quality of Life Indicators Related to Sussex County’s Growing Senior Population” report. The meeting begins at 10:00 a.m. in Council Chambers, County Administrative Offices building, in Georgetown.**
- 6. Sally Beaumont questioned, in light of the limited number of registrations that have been received thus far, if the conference could be postponed until the spring. Everyone felt there was already too much publicity for it to be canceled at this late date. Ruth Ann Beideman suggested that one or two smaller, shorter conferences be considered in the future rather than one large conference, and requested that each Committee member try to get at least five people from their church and/or community groups to attend this year’s conference.**

- 7. Francine Shockley, Linda Rogers, and Barbara Spray will assemble the packets for the conference on Wednesday, October 12th, beginning at 1:00 p.m. in Council Chambers.**

Next Meeting

The next meeting of the Conference Planning Subcommittee will be held on Monday, November 21, 2016, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, in Georgetown (following the regular Advisory Committee meeting).

Adjourn

A Motion was made by Helen Smith, seconded by Larry Savage, to adjourn at 1:00 p.m. Motion Adopted by Voice Vote.

Respectfully submitted,

**Helen Smith, Acting Secretary
Conference Planning Subcommittee**